

CIA ARCHIVES AND RECORDS CENTER MONTHLY STATISTICAL SUMMARY

JANUARY 1968

ACCESSIONING, DISPOSITION, HOLDINGS

ACTIVITY (Items 2 through 18 in cubic feet)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
1. ACCESSION JOBS (Number)	97	567	
2. RECORDS ACCESSIONED	890	5,288	121,419
3. RECORDS DISPOSED OF AT CENTER	309	1,251	22,898
4. RECORDS TRANSFERRED FROM CENTER	227	1,182	32,445
5. RECORDS HOLDINGS	66,076		
6. INTELLIGENCE REPORTS RECEIVED	852	2,244	60,868
7. INTELLIGENCE REPORTS DISPOSED OF AT CENTER	84	1,012	25,845
8. INTELLIGENCE REPORTS TRANSFERRED FROM CENTER	144	586	14,113
9. INTELLIGENCE REPORTS HOLDINGS	20,910		
10. VITAL RECORDS RECEIVED	128	809	17,478
11. VITAL RECORDS DISPOSED OF AT CENTER	20	409	4,385
12. VITAL RECORDS TRANSFERRED FROM CENTER	883	1,459	4,311
13. VITAL RECORDS HOLDINGS	8,782		
14. ARCHIVES ACCESSIONED	130	1,327	7,325
15. ARCHIVES DISPOSED OF AT CENTER	3	86	218
16. ARCHIVES TRANSFERRED FROM CENTER	0	3	887
17. ARCHIVES HOLDINGS	6,220		
18. TOTAL HOLDINGS	*101,988		

REFERENCE SERVICES

SERVICE (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
19. RECORD DOCUMENTS LOANED	5,485	35,987	749,702
20. INFORMATIONAL REQUESTS	582	4,249	41,313
21. Archival Documents	205	2,384	
22. INTELLIGENCE REPORTS	3,132	9,025	
23. VITAL RECORDS	167	1,625	
24. TOTAL	9,571	53,270	
25. NO. OF PAGES REPRODUCED	658	5,245	

ITEMS RECEIVED

ITEMS (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	
26. INTELLIGENCE REPORTS	111,904	671,944	
A. INITIAL RECEIPT	109,853	656,632	
B. RETURNS	2,051	15,312	
27. Archival Documents	4,044	12,851	
28. VITAL RECORDS	2,049	12,703	
29. TOTAL	117,997	697,498	

SHELVING UTILIZATION

SPACE (Cubic feet)	REPORTING PERIOD	
30. TOTAL CAPACITY	132,202	
31. UTILIZED	89,742	
32. COMMITTED	12,246	
33. AVAILABLE	30,214	